Goal 4 PA, WL & Enrollment Subgroup Meeting: August 8, 2008   Chair: Cheri Stierer

Present: Jessica Duff, Kristin Burhop, Dawn Traver, Allison Meyer, Karen Blackwell, Lynn Burrill, Steve Stewart, Michelle Johnson, Jenifer Boyden-Barrett.

Objective/Topic	Strategies	Discussion/Comments	Next Steps
Transform the Office of Mental Retardation Information Technology by designing and developing a web-based application to improve and streamline MR Waiver services for individuals and their families	Review work since last meeting with IT project manager (Karen Blackwell): General specs overview. Completed more detail requirements in the categories. In scope, out of scope, stakeholders, pre=conditions/constraints, actors, sorting,	Reviewed the timelines to keep system records. Business rules for closing and termination of records discussed	Shift in diagram from enrollment roll to PA.
	Further defined slot management business rules.	MR Waiver slots, Facility. Slots, MFP slots, Children's slots	
		DS Waiver slots differences	
		Completed discussion on WL.	
			Enrollment and PA list

Next Work Group Mtg –Sept. 8, 2008, Henrico CSB Rm 123 10:00- 3:00p.m.
                Sept. 29,2008 Henrico CSB Rm 123 10:00- 3:00p.m
                October 23, 2008 DMHRSAS 13th Floor Conference Room from 10:00-Noon			

Agenda: Review of sub group progress and continue to describe business rules.			